



Haltom City Housing Authority  
2800 Moneda Street  
Haltom City TX 76117  
Phone: 817-834-3131 Fax: 817-838-2187

July 2, 2024

Residents of Haltom City Housing Authority

**SUBJECT: ANNUAL INSPECTIONS OF UNITS – HUD REQUIREMENT**

Dear Residents:

The Housing Authority of the City of Haltom City is required to inspect all units annually. It is now time for your annual inspections. The housing authority has a contract with U.S. Inspection Group, Inc. to perform the inspections. A housing authority employee will be with the inspector at all times.

**The inspections will be performed on July 8 – July 12, 2024 starting at 8:30 a.m. every day and ending at 4:00 p.m.**

The inspectors will check for maintenance, security, structural, health and safety features and the manner of general housekeeping of the apartments.

Make sure there is nothing stored in your water heater closets, all entrance and exits to the unit must be clear. Do not have extension cords stretched across the floor (tripping hazards). Do not block the windows with your furniture. Please make sure that there is nothing stored in front of the furnace closets, this must remain clear at all times.

If you have any questions regarding this inspection, please call the office. You do not have to be home for the housing authority personnel to complete the inspections.

Sincerely,

Melisa McDaniel  
Executive Director